

The Village of Northfield

REGULAR COUNCIL MEETING

Agenda – June 28, 2017

Pledge of Allegiance

Call to Order; Roll Call; Approval of Minutes

Presentation of Petitions, Memorials and Remonstrances

Reports of Municipal Officers:

Jesse J. Nehez, Mayor
Tricia Ingrassia, Finance Director
Richard Wasosky, Engineer
Brad Bryan, Law Director

Department Heads:

Sgt. John Zolcus, Officer in Charge
Jason Buss, Fire Chief
Jason Walters, Service/Building Superintendent

Reports of Municipal Boards and Commissions:

Alan Hipps, Planning Commission
Mayor Nehez, Recreation Board
Beatrice Greenlee, Cemetery Board

Reports of Standing Committees:

Nicholas Magistrelli, Finance
James Daugherty, Roads/Public Works
Renell Noack, Health and Welfare
Gary Vojtush, Wages and Working Conditions
Jennifer Domzalski, Fire and Safety
Alan Hipps, Buildings and Grounds

Legislation:

2017-37 – An Emergency Ordinance Enacting Section 232.03 of the Codified Ordinances
Establishing the Position of Part-Time Office Assistant (Second Reading)

2017-45 – An Emergency Resolution Confirming the Mayor's Appointment of Tiffany
Laskowski as the Part-Time Office Assistant (First Reading)

2017-46 – An Emergency Resolution Confirming the Mayor/Director of Public Safety's
Appointment of Corey Zidlicky as a Full-Time Police Officer (First Reading)

2017-47 – An Emergency Resolution Adopting the Tax Budget of the Village of Northfield, Ohio for the Fiscal Year Beginning January 1, 2018 and Submitting the Same to the County Fiscal Officer (First Reading)

2017-48 – An Emergency Ordinance Amending Section 258.09(b) of the Codified Ordinances Relating to Per Diem Travel Expense Rates (First Reading)

2017-49 – An Emergency Resolution Pledging Cooperation by the Village of Northfield and the Ohio Public Works Commission in the Matter of the Hereinafter Improvement and Authorizing Mayor Jesse J. Nehez, Chief Executive Officer, to Submit the Application and to Execute all Contracts with the Ohio Public Works Commission for the Houghton Road Reconstruction and State Route 8 Traffic Signal Improvements (First Reading)

2017-50 – An Emergency Resolution Pledging Cooperation by the Village of Northfield and the Ohio Public Works Commission in the Matter of the Hereinafter Improvement and Authorizing Mayor Jesse J. Nehez, Chief Executive Officer, to Submit the Application and to Execute all Contracts with the Ohio Public Works Commission for the Houghton Road Reconstruction and the State Route 8 Traffic Signal Improvements (First Reading)

2017-51 – An Emergency Resolution Authorizing Certain Amendments to the 2017 Appropriation Resolution and/or Transferring Items Already Appropriated in that Resolution (First Reading)

Old Business; New Business; Announcements; Adjournment

VILLAGE OF NORTHFIELD ORDINANCE NO. 2017-37

AN EMERGENCY ORDINANCE ENACTING SECTION 232.03 OF THE CODIFIED ORDINANCES ESTABLISHING THE POSITION OF PART-TIME OFFICE ASSISTANT

WHEREAS, the Mayor and Council have determined the Village has a need for a part-time office assistant; and

WHEREAS, Council desires to enact Section 232.03 of the Administrative Code establishing the position.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Council of the Village of Northfield hereby and herein enacts Section 232.03 of the Codified Ordinances relating to the position of Part-Time Office Assistant as indicated in the attachment hereto.

SECTION 2. That the rest and remainder of the Codified Ordinances shall remain as presently drafted unless inconsistent herewith.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Ordinance were taken in an open meeting of this Council or any of its legal committees and/or were in compliance with all legal requirements.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield, for the reason that it will assist with the operations of the Village and serving the public, and this Ordinance shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council

**232.03 ESTABLISHMENT OF POSITION OF PART-TIME OFFICE
ASSISTANT; DUTIES.**

(a) The part-time position of Office Assistant is hereby established.

(b) The Office Assistant shall be hired and terminated by the Mayor with the approval of a majority of those persons elected or appointed to Council. The rate of pay for the position shall be determined by Council.

(c) The Office Assistant shall work under the direction of the Mayor on a part-time work schedule to be determined by the Mayor. The duties of the position shall include performing various administrative tasks for the Mayor and Department Heads as needed, the organization of records and preparation of records for destruction pursuant to the Village's records retention policy and the laws of the State of Ohio, special projects to be determined by the Mayor, filling in for absent administrative employees on a temporary basis when needed and practical, and answering phones and attending to the needs of residents and visitors when required.

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2017-45
AN EMERGENCY RESOLUTION
CONFIRMING THE MAYOR'S APPOINTMENT OF TIFFANY LASKOWSKI AS THE
PART-TIME OFFICE ASSISTANT**

WHEREAS, Council has established the position of Part-Time Office Assistant;
and

WHEREAS, the Village sought applications for the position, and the Mayor and Finance Director interviewed the applicants for the position; and

WHEREAS, Council desires to confirm the Mayor's appointment of Tiffany Laskowski to the position.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Mayor's appointment of Tiffany Laskowski as the Part-Time Office Assistant is hereby confirmed. The rate of pay for the position is \$12.50 per hour, and Ms. Laskowski's start date shall be July 5, 2017.

SECTION 2. That said appointment shall involve a one year probationary period pursuant to the terms of Section 11.04 of the Village Charter.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council and/or were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that it will assist with the operation of Village departments, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day
of _____, 2017.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2017-46
AN EMERGENCY RESOLUTION
CONFIRMING THE MAYOR/DIRECTOR OF PUBLIC SAFETY'S APPOINTMENT OF
COREY ZIDLICKY AS A FULL-TIME POLICE OFFICER**

WHEREAS, the Village's Police Department has an urgent need to hire additional full-time police officers; and

WHEREAS, Corey Zidlicky formerly worked for the Police Department for several years, will not require any training, and will be able to step into duty immediately.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Mayor/Director of Public Safety's appointment of Corey Zidlicky as a Full-Time Patrol Officer is hereby confirmed, effective immediately. Officer Zidlicky shall be entitled to carry over his public service accumulated sick leave balance pursuant to R.C. 124.38 and shall be entitled to vacation leave and enter at the pay rate commensurate with his years of full-time service with Ohio political subdivisions.

SECTION 2. That said appointment shall involve a one year probationary period pursuant to the terms of Section 11.04 of the Village Charter.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its legal committees and were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health and welfare of the residents of the Village of Northfield for the reason that it will assist with the proper protection of the Village's residents, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day
of _____, 2017.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council

**VILLAGE OF NORTHFIELD RESOLUTION NO. 2017-47
AN EMERGENCY RESOLUTION ADOPTING THE TAX BUDGET OF THE VILLAGE
OF NORTHFIELD, OHIO FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2018
AND SUBMITTING THE SAME TO THE COUNTY FISCAL OFFICER**

WHEREAS, Tricia Ingrassia, the Director of Finance, has prepared a tentative tax budget for the Village of Northfield, Ohio, for the fiscal year beginning January 1, 2018, showing: (1) detailed estimates of all balances that will be available at the beginning of the year, 2018; (2) all revenues expected to be received for such fiscal year, including all general and special taxes, fees, costs, percentages, penalties, allowances, prerequisites, and all other types of classes of revenues; and (3) estimates of all expenditures of charges in or for the purposes of such fiscal year to be paid or met from the said revenues or balances and otherwise conforming with the requirements; and

WHEREAS, a copy of said tax budget is attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the attached tentative tax budget of the Village of Northfield, as prepared by Tricia Ingrassia, Director of Finance, for the Fiscal Year beginning January 1, 2018, copies of which have been and are on file at the office of the Finance Director and have been submitted to Council, is hereby adopted.

SECTION 2. That the Director of Finance is hereby directed to certify a copy of said budget and send it, and a copy of this Resolution, to the Fiscal Officer of Summit County.

SECTION 3. That all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of this Council or any of its legal committees and were in compliance with all legal requirements.

SECTION 4. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health and welfare of the residents of the Village of Northfield for the reason that it is required by law, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the ____ day of _____ 2017.

Tricia Ingrassia, Clerk of Council

ALTERNATIVE TAX BUDGET INFORMATION

Political Subdivisions
Excluding School Districts

Political Subdivision/Taxing Unit Village of Northfield

For the Fiscal Year Commencing January 1, 2018

Fiscal Officer Signature _____

Date 6/28/2017

COUNTY OF SUMMIT

Background

Substitute House Bill No. 129 (HB 129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC) Section 5705.281.

Under the law in effect prior to June 3, 2002, the budget commission could only waive the tax budget for a subdivision or other taxing unit that was receiving a share of the county undivided local government fund or the county undivided local government revenue assistance fund under an alternative method or formula pursuant to ORC Sections 5747.53 and 5747.63. Thus, tax budgets could be waived only for counties, municipalities, townships and park districts. This restriction is now removed.

Ohio Revised Code Section 5705.281

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

County Budget Commission Duties

The county budget commission must still certify rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36.

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34 and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

County Budget Commission Action

At a May 7, 2002 Summit County Budget Commission meeting, the commission with an affirmative vote of all members waived the requirement for taxing authorities of subdivisions or other taxing units (including schools) to adopt a tax budget as provided under ORC Section 5705.281, but shall require the filing of this Alternative Tax Budget Information document on an annual basis.

Alternative Tax Budget Information Filing Deadline

The fiscal officer of a political subdivision (not a school district) must file one signed copy of this document with the Summit County Fiscal Officer, on or before July 20.

(Adopted 5/7/02)

Revised 06/29/10

GUIDELINES FOR COMPLETING THE ALTERNATIVE TAX BUDGET INFORMATION

SCHEDULE 1

The general purpose of schedule 1 is to meet the requirement of Ohio Revised Code (ORC) Section 5705.04 which requires the taxing authority of each subdivision to divide the taxes levied into separate levies. For help use the Summit County Budget Commission Certification of Tax Levy Estimate issued by the budget commission for the current year and add any new levies. This will help to ensure that no levies are missed.

In column I list only those individual funds which are requesting property tax revenue. In column II purpose refers to the following terms; inside, current expenses and special levy for example. In column IV levy type refers to renewal, additional and replacement for example. In column IX state the estimate of gross property tax.

SCHEDULE 2

The general purpose of schedule 2 is to demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year.

ORC Section 5705.341 states in part; Nothing in this section or any section of the ORC shall permit or require the levying of any rate of taxation, whether within the 10 mill limitation or whether the levy has been approved by the electors, the political subdivision or the charter of a municipal corporation in excess of such 10 mill limitation, unless such rate of taxation for ensuing fiscal year is clearly required by a budget properly and lawfully adopted under this chapter or by other information required per ORC 5705.281."

Property Taxes include real estate taxes, public utility personal property taxes, homestead and rollback amounts.

Personal Property Tax Reimbursements include public utility personal property and tangible personal property reimbursement amounts.

Total Expenditures: all expenditure line items and transfers out. In columns II and III complete the data from the last two fiscal years.

SCHEDULE 3

The general purpose of schedule 3 is to produce an Official Certificate of Estimated Resources for funds that do not receive property tax revenue. In column III the total estimated receipts should include all revenues plus transfers in.

SCHEDULE 4

The general purpose of schedule 4 is to provide inside/chapter millage for debt service. The basic security for payment of general obligation debt is the requirement of the levy of ad valorem property taxes within the 10 mill limitation imposed by Ohio law. Ohio law requires a levy and collection of ad valorem property tax to pay debt service on general obligation debt as it becomes due, unless that debt service is paid from other sources.

SCHEDULE 5

The general purpose of schedule 5 is to provide for the proper amount of millage to cover debt service requirements on voted bond issues. Major capital improvement projects are sometimes financed through the use of voted bonds. The taxing authority seeks voter approval of general obligation bonds and of the levy of property taxes outside the indirect debt limitation in whatever amount is necessary to pay debt service on those bonds.

In column VI you must take into consideration any carry over plus or minus cash balance estimated for the current year. This can happen because there are no sure things concerning tax payments and the valuation of personal property taxpayers.

SCHEDULE 6

The general purpose of schedule 6 is to properly account for tax anticipation notes. See schedule 6 for more details.

*** Please reproduce all pages as necessary.**

DIVISION OF TAXES LEVIED

Levies Inside and Outside 10 Mill Limitation, Inclusive Of Debt Levies
List All Approved Levies Of The Taxing Authority, including charter millage.

SCHEDULE 1

[illegible]

* Do not add in personal property tax reimbursement amounts.

Use data from the current Budget Commission Certification of Tax Levy schedule.

STATEMENT OF FUND ACTIVITY

Always complete for General Fund. Also complete for any fund that will receive property tax.

SCHEDULE 2

FUND: General Fund A01

I DESCRIPTION	II FOR 2015 ACTUAL	III FOR 2016 ACTUAL	IV 2017 CURRENT YEAR ESTIMATE	V 2018 BUDGET YEAR ESTIMATE
Revenues				
Property Taxes	\$ 151,749.00	\$ 185,104.00	\$ 167,281.00	\$ 150,000.00
Personal Property Tax Reimbursements	\$ 40.00	\$ -	\$ -	\$ -
'Local Government' from County ULGF	\$ 94,373.00	\$ 92,198.00	\$ 84,000.00	\$ 85,000.00
'Local Government' direct from State	\$ 4,081.00	\$ 2,067.00	\$ -	\$ -
Income Tax	\$ 3,227,376.00	\$ 4,000,604.00	\$ 3,500,000.00	\$ 2,900,000.00
Transfers-in	\$ 466,585.00	\$ 260,343.00	\$ 503,599.00	\$ -
Other Revenue	\$ 1,095,814.00	\$ 1,090,346.00	\$ 544,300.00	\$ 972,000.00
Total Revenues	\$ 5,040,018.00	\$ 5,630,662.00	\$ 4,799,180.00	\$ 4,107,000.00
Total Expenditures	\$ 4,884,648.00	\$ 4,680,194.00	\$ 5,457,574.00	\$ 4,300,000.00
Revenues over/(under) Expenditures	\$ 155,370.00	\$ 950,468.00	\$ (658,394.00)	\$ (193,000.00)
Beginning Cash Fund Balance	\$ 1,044,783.00	\$ 1,200,153.00	\$ 2,150,620.00	\$ 644,514.00
Ending Cash Fund Balance	\$ 1,200,153.00	\$ 2,150,621.00	\$ 1,492,226.00	\$ 1,048,467.00
Encumbrances (at year end)	\$ 5,702.00	\$ 175,243.00	\$ 443,759.00	\$ 443,759.00
Ending Unencumbered Fund Balance	\$ 1,194,451.00	\$ 1,975,378.00	\$ 1,048,467.00	\$ 604,708.00

FUND: Police Pension B07

I DESCRIPTION	II FOR 2015 ACTUAL	III FOR 2016 ACTUAL	IV 2017 CURRENT YEAR ESTIMATE	V 2018 BUDGET YEAR ESTIMATE
Revenues				
Property Taxes	\$ 17,978.00	\$ 21,951.00	\$ 19,835.00	\$ 17,000.00
Personal Property Tax Reimbursements	\$ 12.00	\$ -	\$ -	\$ -
Income Tax	\$ -	\$ -	\$ -	\$ -
Transfers-in	\$ 36,900.00	\$ -	\$ 60,500.00	\$ 61,000.00
Other Revenue	\$ 2,410.00	\$ 2,373.00	\$ 2,300.00	\$ 2,000.00
Total Revenues	\$ 57,300.00	\$ 24,324.00	\$ 82,635.00	\$ 150,000.00
Total Expenditures	\$ 38,940.00	\$ 6,727.00	\$ 147,130.00	\$ 150,000.00
Revenues over/(under) Expenditures	\$ 18,360.00	\$ 17,597.00	\$ (64,495.00)	\$ -
Beginning Cash Fund Balance	\$ 28,601.00	\$ 46,961.00	\$ 64,558.00	\$ 63.00
Ending Cash Fund Balance	\$ 46,961.00	\$ 64,558.00	\$ 63.00	\$ 63.00
Encumbrances (at year end)	\$ -	\$ -	\$ -	\$ -
Ending Unencumbered Fund Balance	\$ 46,961.00	\$ 64,558.00	\$ 63.00	\$ 63.00

STATEMENT OF FUND ACTIVITY

Always complete for General Fund. Also complete for any fund that will receive property tax.

SCHEDULE 2

FUND: Fire Fund B08

I DESCRIPTION	II FOR 2015 ACTUAL	III FOR 2016 ACTUAL	IV 2017 CURRENT YEAR ESTIMATE	V 2018 BUDGET YEAR ESTIMATE
Revenues				
Property Taxes	\$ 258,649.00	\$ 321,718.00	\$ 286,563.00	\$ 275,000.00
Personal Property Tax Reimbursements	\$ 67.00	\$ -	\$ -	\$ -
Income Tax	\$ -	\$ -	\$ -	\$ -
Transfers-in	\$ 299,000.00	\$ 168,000.00	\$ 325,000.00	\$ 431,000.00
Other Revenue	\$ 602,085.00	\$ 248,299.00	\$ 209,000.00	\$ 166,000.00
Total Revenues	\$ 1,159,801.00	\$ 738,017.00	\$ 820,563.00	\$ 872,000.00
Total Expenditures	\$ 1,107,445.00	\$ 724,090.00	\$ 851,800.00	\$ 875,000.00
Revenues over/(under) Expenditures	\$ 52,356.00	\$ 13,927.00	\$ (31,237.00)	\$ (3,000.00)
Beginning Cash Fund Balance	\$ (31,500.00)	\$ 20,856.00	\$ 34,783.00	\$ 3,546.00
Ending Cash Fund Balance	\$ 20,856.00	\$ 34,783.00	\$ 3,546.00	\$ 546.00
Encumbrances (at year end)	\$ 50.00	\$ 12,418.00	\$ -	\$ -
Ending Unencumbered Fund Balance	\$ 20,806.00	\$ 22,365.00	\$ 3,546.00	\$ 546.00

STATEMENT OF FUND ACTIVITY

List All Funds Individually Unless Reported On Schedule 2.
Include only Budget Year estimated amounts on this schedule.

SCHEDULE 3

I Fund Name (Show funds of same type grouped together)		II Beginning Estimated Unencumbered Fund Balance	III Estimated Other Revenues	IV Total Resources Available For Expenditures	V Total Budget Year Expenditures and Encumbrances	VI Ending Estimated Unencumbered Balance
SPECIAL REVENUE						
	SCM&R	\$ 944.00	\$ 127,500.00	\$ 929,444.00	\$ 929,000.00	\$ 444.00
	State Highway	\$ 43,555.00	\$ 10,400.00	\$ 53,955.00	\$ -	\$ 53,955.00
	Permissive Tax	\$ 35,405.00	\$ 8,000.00	\$ 43,405.00	\$ -	\$ 43,405.00
	Law Enforcement Trust	\$ 12,975.00	\$ 1,700.00	\$ 14,675.00	\$ -	\$ 14,675.00
	Law Enforcement Assistance	\$ 2,720.00	\$ -	\$ 2,720.00	\$ 2,000.00	\$ 720.00
	Court Computer	\$ 15,509.00	\$ 6,000.00	\$ 21,509.00	\$ 4,000.00	\$ 17,509.00
	Northfield Park TIF	\$ 217,724.00	\$ 1,400,000.00	\$ 1,617,724.00	\$ 958,000.00	\$ 659,724.00
	Earned Benefits	\$ 99,670.00	\$ -	\$ 99,670.00	\$ 36,000.00	\$ 63,670.00
	CAPITAL					
	Ledge Road Improvement	\$ 294,148.00	\$ -	\$ 444,148.00	\$ 444,000.00	\$ 148.00
	ENTERPRISE					
	Sewer	\$ 59,698.00	\$ 290,000.00	\$ 349,698.00	\$ 300,000.00	\$ 49,698.00
	FIDUCIARY					
	Unclaimed	\$ 1,915.00	\$ -	\$ 1,915.00	\$ -	\$ 1,915.00
	Refundable Performance Bonds	\$ 16,043.00	\$ -	\$ 16,043.00	\$ -	\$ 16,043.00

UNVOTED GENERAL OBLIGATION DEBT

Required: Include General Obligation Debt To Be Paid From Inside or Charter Millage.
General Obligation Debt Being Paid By Other Sources, Special Obligation Bonds,
and Revenue Bonds may be included for disclosure purposes.

SCHEDULE 4

I Purpose Of Bonds Or Notes	II Date Of Issue	III Final Maturity Date	IV Principal Amount Outstanding At The Beginning Of The Budget Year	V Amount Required To Meet Budget Year Principal and Interest Payments
ROAD CONSTRUCTION				
Vincent & Fell	7/17/2002	1/1/2023	\$ 113,386.00	\$ 17,444.00
Voderman, Lowrie & James	7/1/2003	1/1/2024	\$ 168,075.00	\$ 22,410.00
Rosewood & Chestnut	7/1/2007	1/1/2027	\$ 329,178.00	\$ 31,350.00
Beach & Electric	7/1/2008	1/1/2038	\$ 277,995.00	\$ 12,930.00
Birch	7/1/2010	1/1/2030	\$ 354,885.00	\$ 26,288.00
May & Sunset Reconstruction	7/1/2014	6/30/2033	\$ 547,817.00	\$ 32,225.00
Presidential Subdivision	7/1/2017	6/30/2047	\$ 559,200.00	\$ 33,000.00
SEWER RECONSTRUCTION				
Rosewood to May	1/1/2001	1/1/2031	\$ 187,236.00	\$ 13,374.00
Totals			\$	\$ 189,021.00

VOTED DEBT OUTSIDE 10 MILL LIMIT

Bonds or Notes Must Actually be Issued In Order to Commence Collection of Property Taxes for Debt Service.

SCHEDULE 5

[illegible]

TAX ANTICIPATION NOTES

SCHEDULE 6

Tax anticipation notes are issued in anticipation of the collection of the proceeds of a property tax levy. The amount of money required to cover debt service must be receipted into a bond retirement fund, from collection and distribution of levy proceeds, in the amounts and at the times required to pay those debt charges as provided in the legislation authorizing the tax anticipation notes. (ORC Section 133.24)

The appropriation to the fund which normally receives the tax levy proceeds is limited to the balance available after deducting the amounts to be apportioned to debt service.

After the issuance of general obligation securities or of securities to which section 133.24 of the ORC applies, the taxing authority of the subdivision shall include in its annual tax budget, and levy a property tax in a sufficient amount, with any other monies available for the purpose, to pay the debt charges on the securities payable from property tax. (ORC Section 133.25)

	Name Of Tax Anticipation Note Issue	Name Of Tax Anticipation Note Issue
Amounts Required to Meet Budget Year Principal and Interest Payments:		
Principal Due		
Principal Due Date		
Interest Due		
Interest Due Date		
Interest Due		
Interest Due Date		
Total		
Name of the Special Debt Service Fund		

Amount to be apportioned to Special Debt Service Fund on the following Budget Year Settlements:		
February 2018 Real Estate		
August 2018 Real Estate		
Total		
Name Of Property Tax Fund To Be Charged		

VILLAGE OF NORTHFIELD ORDINANCE NO. 2017-48

AN EMERGENCY ORDINANCE AMENDING SECTION 258.09(b) OF THE CODIFIED ORDINANCES RELATING TO PER DIEM TRAVEL EXPENSE RATES

WHEREAS, Section 258.09(b) of the Village's Administrative Code relating to travel and mileage reimbursements and allowances has not been updated since 2005; and

WHEREAS, the Mayor, Council, and Finance Department want to update that section of the Codified Ordinances.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That the Council of the Village of Northfield hereby and herein amends Section 258.09(b) of the Codified Ordinances relating to travel and mileage reimbursements and allowances as indicated in the attachment hereto.

SECTION 2. That the rest and remainder of the Codified Ordinances shall remain as presently drafted unless inconsistent herewith.

SECTION 3. That all formal actions of this Council concerning and relating to the deliberation and adoption of this Ordinance were taken in an open meeting of this Council or any of its legal committees and/or were in compliance with all legal requirements.

SECTION 4. That this Ordinance is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield, for the reason that it will assist with the operation of a municipal department, and this Ordinance shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, Pres. Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form.

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio, do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council

258.09 TRAVEL AND MILEAGE REIMBURSEMENTS AND ALLOWANCES.

In order to be eligible to be reimbursed for Municipality related travel or mileage, such travel must be specifically authorized in writing by the employee's department head or the Mayor in the event the employee seeking reimbursement is a department head. In the case of elected or appointed officials, such travel must be authorized by the Chairperson of the Council Finance Committee or Council as a whole. When an employee or official is authorized to travel on official municipal business, the Municipality shall provide for mileage reimbursement and related expenses as follows:

- (a) Mileage Allowance. All employees of the Municipality who are authorized to travel on official business shall be compensated in an amount equal to the current amount permitted to be deducted by the Internal Revenue Service for such use. Such compensation will not be afforded to an employee or official when he or she utilizes a vehicle owned by the Municipality.
- (b) Daily Travel Allowance; Per Diem. An employee or official who is authorized to travel on official business shall be reimbursed for receipts presented for meals, including sales tax and tips to restaurant employees, in an amount not to exceed ~~15% of the bill~~ sixty dollars per day pursuant to the federal standard meal allowance currently in effect as of January 1 of each year. Reimbursement shall also be made for ~~sales tax on meals purchased in restaurants and receipts for the full cost of~~ incidental transportation related expenses, including tips to cab drivers in an amount not to exceed 15% ~~of the bill.~~ All other travel-related expenses paid for by the employee or official (e.g. airfare, accommodations, etc.) shall be approved prior to the trip, if possible, and be reimbursable in accordance with this section with a valid receipt.
- (c) Procedures for Reimbursement. Reimbursement shall be made upon submission of an expense reimbursement request form along with any and all appropriate receipts to the Director of Finance. The Director of Finance is hereby authorized to establish reasonable additional measures for reimbursement related to this section that he or she deems necessary.

VILLAGE OF NORHTFIELD RESOLUTION NO. 2017-51

**AN EMERGENCY RESOLUTION AUTHORIZING CERTAIN AMENDMENTS TO THE
2017 APPROPRIATION RESOLUTION AND/OR TRANFERRING ITEMS ALREADY
APPROPRIATED IN THAT RESOLUTION**

WHEREAS, as the result of certain occurrences, information, and expenditures, amendments to the year 2017 Appropriation Resolution and/or transfers of items already appropriated in the Appropriation Resolution are required.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Northfield, County of Summit, and State of Ohio:

SECTION 1. That in order to provide for certain expenditures during the 2017 calendar year, Council hereby and herein authorizes the amendments to the Year 2017 Appropriation Resolution and transfers of items already appropriated in the Year 2017 Appropriation Resolution in the amounts and to the funds set forth in the attachment hereto that is incorporated herein by reference.

SECTION 2. That all formal actions of the Council concerning and relating to the deliberation and adoption of this Resolution were taken in an open meeting of this Council or any of its committees and were in compliance with all legal requirements.

SECTION 3. That this Resolution is hereby declared to be an emergency measure necessary for the public peace, health, and welfare of the residents of the Village of Northfield for the reason that this action is required by state law and is necessary for the operation of the Village government, and that this Resolution shall take immediate effect upon its signature by the Mayor, or upon the expiration of time within which it may be disapproved by the Mayor, or upon its passage after its disapproval by the Mayor, as the case may be, pursuant to Village of Northfield Charter Section 4.11.

IN WITNESS WHEREOF, we have hereunto set our hands this _____ day of _____, 2017.

Nicholas Magistrelli, President Pro-Tem of Council

Jesse J. Nehez, Mayor

Approved as to Legal Form

Bradric T. Bryan, Director of Law

I, Tricia Ingrassia, Clerk of Council of the Village of Northfield, Summit County, Ohio do hereby certify that the foregoing Resolution was duly and regularly passed by Council at a meeting held on the _____ day of _____, 2017.

Tricia Ingrassia, Clerk of Council